

## COMMITTEE CHARTER

### National Endowment for the Arts Arts Advisory Panel

1. **Committee's Official Designation (Title).** This Committee is officially designated as the Arts Advisory Panel to the National Endowment for the Arts (NEA)
2. **Authority.** This Committee is authorized under the National Foundation on the Arts and Humanities Act of 1965, as amended, 20 U.S.C. §959 and was established in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App. 2.
3. **Objectives and Scope of Activities.** The Committee's objectives and scope of activities include the formulation of expert advice and recommendations to the Chairman, NEA and the National Council on the Arts with respect to: a) applications submitted to the NEA for Federal financial assistance under the National Foundation on the Arts and Humanities Act of 1965, as amended and b) policies, programs, research, and guidelines of the NEA.
4. **Description of Duties.** This Committee is responsible for reviewing and evaluating applications for financial assistance to the NEA on the basis of artistic excellence and artistic merit. The Committee shall then make recommendations to the National Council on the Arts with respect to the relative merit of these applications. In addition, the Committee may also be called upon to provide advice and recommendations to the Council and the Chairman regarding policies, programs, research, and guidelines of the NEA within its area of expertise.
5. **Agency or Official to Whom the Committee Reports.** This Committee shall report to the Chairman of the NEA and the National Council on the Arts.
6. **Support.** The NEA is responsible for the support of this Committee.
7. **Estimated Annual Operating Costs and Staff Years.** It is estimated that the annual cost of operating this Committee will be \$400,000 and will require 2.3 employee years of staff support.
8. **Designated Federal Officer (DFO).** A full-time or permanent part-time employee, appointed in accordance with agency procedures, will serve as the DFO. The DFO or an appointed designee will approve or call all of the advisory committee's meetings, prepare and approve all meeting agendas, attend all committee meetings, adjourn any meeting when the adjournment is determined to be in the public interest, and chair meetings.
9. **Estimated Number and Frequency of Meetings.** It is anticipated that there will be approximately 100 Advisory Panel meetings per year.

**10. Duration.** Continuing.

**11. Termination.** The Committee will terminate two (2) years from the date this Charter is filed unless renewed by the Arts Endowment for a successive two-year period in accordance with the provisions of the Federal Advisory Committee Act.

**12. Membership and Designation.** All Advisory Panel meetings will be composed, to the extent practicable, of individuals reflecting a wide geographic, ethnic, and minority representation as well as individuals representing diverse artistic and cultural points of view. Each Advisory Panel will also include at least one (1) lay individual who is knowledgeable about the arts but who is not engaged in the arts as a profession and is not a member of either artists' organizations or arts organizations. Panel membership will change substantially from year to year and individuals are ineligible to serve on a Panel for more than three (3) consecutive years. It is estimated that approximately 500-600 individuals will serve on Panels each year. A panelist is classified as a Special Government Employee during the time period of service on the panel.

**13. Recordkeeping.** Records of the committee and any formally and informally established subcommittees or other subgroups of the committee shall be handled in accordance with the agency's approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

**14. Filing Date.** August 18, 2016

16 August 2016  
Date

Jane Chu

Hon. Jane Chu  
Chairman  
National Endowment for the Arts